

## **NOTIFICATION TO COUNTY MAYOR OF COMMITTEE MEETING BY MEMBERS OF MAURY COUNTY COMMISSION**

The Budget Committee met on Tuesday, October 13, 2015 at 4:30 p.m., in the Maury County Tom Primm County Commission Room with the following Committee Members present:

CRAIG HARRIS, STEWART PARKER, SONNY SHACKELFORD, SUE STEPHENSON, STEVE HAZARD AND DONNA COOK

OTHERS PRESENT: Gerald Adkison, Talvin Barner, Davis Burkhalter, Gwynne Evans, Michael Fulbright, Eric Previti, William (Tot) Roddy, Ricky Sims, Gary Stovall, Scott Sumners, Linda Whiteside, Mayor Norman, Theresa Weber, Daniel Murphy, and Media.

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### **MINUTES OF MEETING**

#### **I. CALL TO ORDER:**

Chairman Harris called the meeting to order and took roll call with all Budget Committee members present.

#### **II. OPENING PRAYER:**

Commissioner Parker offered the opening prayer.

#### **III. REVIEW & APPROVAL OF MEETING AGENDA:**

Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Hazard. Commissioner Sumners stated he didn't understand why when there was a policy pushed through the Administration Committee and it is pushed through to the budget committee when it has no physical responsibility. Commissioner Sumners stated it is Item I under resolutions which is a Resolution Approving Amended Use of County Owned Vehicles Policy. County Attorney Murphy stated it is County property. Commissioner Shackelford stated he agreed with Commissioner Sumners. Commissioner Cook stated she agreed with Commissioner Sumners and Commissioner Cook made a motion to remove Item I under Resolution 10-15-28 from the Agenda. Motion fails due to a lack of a second. There were no lights. Chairman Harris called for the vote on the Agenda as presented. All in favor. Motion Approved.

#### **IV. REVIEW & APPROVAL OF MINUTES FROM PREVIOUS MEETING(S):**

Commissioner Shackelford made a motion to approve the minutes from the September 15, 2015 Budget Committee meeting. Seconded by Commissioner Stephenson. Chairman Harris stated the minutes are maintained on recording and are available to the public for recording and Chairman Harris asked if anyone knew how long the minutes are maintained on recording. Mr. Lukonen stated that he does know that back up is kept for the minutes at least back to last year. Chairman Harris asked if Director Weber and Mr. Lukonen could find out how long the minutes are maintained on audio. There were no lights. All in favor. Motion Approved.

#### **V. COUNTY MAYOR REPORT:** The Mayor did not have a report.

## **VI. FINANCIAL REPORTS:**

- A. Investment Report-** Director Weber submitted the Investment Report. Director Weber stated the Investment Report begins on page 15 of the packet. Director Weber stated the Interest year to date is \$194,799.06. Director Weber stated there was a projected budget of \$245,000.00 but she talked with Trustee Steve Konz and he stated that he feels the County will go above that because of all the bond money that Maury County has. There were no lights.
- B. Sales Tax Report-** Director Weber submitted the Sales Tax Report (See Attached). Director Weber stated the Sales Tax Report is on page 17 of the packet. Director Weber stated that August went up quite a bit from last year and this is partially due to the Tax Free weekend. Director Weber stated the September number has not come in yet but it will be on the next report. There were no lights.
- C. 2014-2015 Revenue & Expense Report-** Director submitted the Revenue & Expense Report. (See Attached) Director Weber stated the Revenue and Expense Report begins on page 20 of the packet. Director Weber stated she is on the 101 fund. Director Weber stated she wanted to point out is that throughout the funds the Trustee's collection prior year and the Trustee's bankruptcy and the Circuit Court Clerk and Master prior years have gone up this quarter. Director Weber stated that pick up taxes have gone down from last year. Director Weber stated the County did receive its GM money in September which was \$2,362,000.00. Local Option Sales Tax is up. Director Weber stated someone had asked about the Wholesale Beer Tax and Director Weber did some research on it and it is on point as it is right now. There were some corrections made between Accounts Receivable that got the number to where it is supposed to be. Director Weber moved on to the 42310, The Fines. Director Weber stated it is up quite a bit and Director Weber stated she started looking and a lot of the fines are up. Director Weber moved on to 42990. Director Weber stated the reason that is \$0.00 is because last year it had to do with some Court Fees and this is also the place where the IRS refund was. Director Weber stated this is going to stay low this year. The next one is the Work Releases charges for the board and this is down about \$10,000.00 due to an Accounts Receivable adjustment that was done at 6/30/15. Director Weber stated this is also the same for the Telephone Commission. Director Weber stated they are having to go back and look at what was brought in on July, August and September to see if any of those were for May or June and if they were they had to be pulled out. Director Weber moved on to 43381. Director Weber stated if you notice on Tourism Fees they had \$3,200.00 last year and Director Weber stated she had talked to someone in Tourism and they have not done any tours in July, August or September. Tourism starts their tours up in October. Director Weber moved on to 44120. Director Weber brought up that last month about the D.A. had not paid their rent. Director Weber stated the County received a check in October and \$9,000.00 went into Accounts Receivable and that was for last year so if the County had received the \$9,000.00 in September the County would have reported the other \$9,000.00 so it would have been above last year but Director Weber

stated it is all taken care of. Director Weber moved on to 45590. Director Weber stated this was an adjustment for Accounts Receivable. Director Weber moved on to 46190 and Director Weber stated this is for the Mt. Pleasant sewer and that is a flow through which means money comes in and checks are then sent out. Director Weber moved on to Law Enforcement Training which is 46210. Director Weber stated there was \$600.00 in there last year but Director Weber stated the County usually gets its money in May. Director Weber moved on to 46820 the Income Tax. Mr. Lukonen stated last year when the County was finishing up their books in May they realized the Income Tax of \$156,741.20 was showing up as of last year and it was corrected in May and it was 13/14 income tax revenue and it needed to be re-classed as an Accounts Receivable so that will go away when it comes around in May. Mr. Lukonen stated the Income Tax for 14/15 was around \$132,000.00 and that has been re-classed as an Accounts Receivable for 14/15 Income Tax so the 15/16 Income Tax the County will actually receive the amount in July 2016 and it will be coded as an Accounts Receivable as June, 2016. Director Weber moved on to 46915. Director Weber stated last month the committee asked about the Contract Prisoner's Board because it was huge. Director Weber stated that she got an answer and the County is holding more State Prisoner's and the County is holding them longer. Director Weber stated the State sends the Sheriff's Department a report showing how many prisoners and how many days etc. and the lady at the Sheriff's Department goes through her records and verifies what the State is saying. Director Weber stated this is the reason why that particular account on the revenue is higher than last year and Director Weber stated she looked at October and it appears the same thing is going to happen. Chairman Harris asked Director Weber if the County was holding more prisoners total or a greater proportion of prisoners that are State prisoners. Director Weber replied there are more total and longer. Director Weber stated they are still receiving \$37.00 per inmate per day. Director Weber moved on to the Transfer In which is 49800. Director Weber stated last year the County got paid a little early but for the quarter the \$225,000.00 out of the \$900,000.00 is correct. Director Weber stated the County will be receiving the second payment soon. Director Weber stated she thinks the County is sitting above and the data fees and the fines and a lot of those are up so Director Weber stated she thinks the County is looking good at revenues at this point. Commissioner Burkhalter stated it looks like the County is above \$500,000.00 where it was last year and the Hotel/Motel tax is higher than it was this time last year. Commissioner Burkhalter asked Director Weber if she knows if there are any events that would be causing the Hotel/Motel Tax to go up. Director Weber stated not that she had noticed. Commissioner Cook asked Director Weber on the Revenues from Joint Ventures 44514 why those numbers were empty. Director Weber stated there was a joint venture with the City of Columbia and the Maury County Animal Shelter and they have not been billed yet to send the County any money. Mr. Lukonen stated the City pays half of the Animal Shelter's expenses and the County brings that in as revenue and the County sends out an invoice every quarter so the next invoice will be sent out this month for July, August and September's operating expenditures for the Animal Shelter and they will reimburse the County for half of those expenditures and it will be in the line item for next month. Commissioner Parker asked Director Weber with the increase in state prisoners does the County take on the liability of health care issues or does the State back them up. Chief Jeter stated the State will pay for any overnight

visits in the hospital otherwise if they go to the hospital or the ER and they do not stay overnight the County is liable for those costs. Chief Jeter stated the jail is averaging around 177 State inmates. Commissioner Parker asked Chief Jeter if there was any way to tell what portion of the money the hospital is charging the County is derived from State inmates versus regular inmates. Chief Jeter stated they have a clerical staff that keeps track of this but he could not tell him the answer right now. Commissioner Parker asked Director Weber if she would get that number for the commissioners. Commissioner Stephenson asked Chief Jeter about the inmates staying overnight in the hospital and what does the State pay. Chief Jeter stated the State pays if the inmate stays overnight in a medical facility. If a State inmate goes to the ER or if they are seen by the medical staff at the Jail the County is held liable for those costs. There were no lights. Director Weber moved on the expense part of the 101 fund. It begins on page 22 of the packet. Director Weber started with 51240. Director Weber stated that \$2,300.00 of that \$4,400.00 was open PO's so actually only \$2,020.00 has been spent. The 51500 Elections, and there was an election last August and she moved on to 51900, Other General and Administrative, There were open PO's of \$60,000.00 and there was some Kronos cost in there. Director Weber moved on to 52100 Accounting and Budgets. Director Weber stated that is higher because one of her employees is full time this year whereas last year she was hired later in the year. Director Weber moved on to 52500 County Clerk's Office. Director Weber stated this has gone up because they are now working 40 hours. Director Weber moved on to 52600, Data Processing. Director Weber stated they have \$143,044.00 of Open PO's therefore they have actually spent \$99,000.00 which is in line with what they spent last year. Director Weber moved on to 53100 Circuit Court. Director Weber stated this is up due to going to 40 hours. Director Weber stated the District Attorney where they do the autopsies has gone down. Director Weber stated the Victim Assistance Program which is 53930 and Director Weber stated they paid those today and that will show up in October. The Sheriff's Office is down a little. The Sexual Offender registry has to be paid up front to the TBI and then when the Offender gets on the registry this is where the County gets their revenue. Director Weber stated the Jail is down in expenditures. Director Weber moved on to 55390 Appropriation of State. Director Weber stated this is an October payment. Director Weber moved on to 56300, The Senior Citizen Assistance. Director Weber stated that will be an October payment. Director Weber stated the library is down quite a bit and the Parks is down a little. Director Weber moved on to 57300, Forest Service that will be in October. Director Weber stated that Tourism expenditures are down quite a bit from \$137,000.00 last year down to \$119,000.00 this year. Director Weber moved on to 58500 and that will be in October. Director Weber moved on to the Miscellaneous 58900 and Director Weber stated that is on target and that is the Trustee's Commissions that have to be paid. Director Weber moved on to 99100 that is the transfer out to the Maury Regional Hospital and that will be in October. There were no lights. Director Weber moved on to the 122 Fund, Drug Control. Director Weber stated Drug Control starts on page 23 of the packet. Director Weber stated the fines are up and so are the proceeds from confiscated properties. There were no lights. Director Weber moved on to the 125 fund, adequate facilities. Director Weber stated Adequate Facilities begins on page 24 of the packet. Director Weber stated the Adequate Facilities tax has gone down and Director Weber has not had a chance to talk with Mark Tosh but she will get with Mark

Tosh and get him to verify that. Chairman Harris asked when the County would receive Adequate Facilities money on the new plant. The Mayor replied and said it would be at the first of the year and the amount is around \$240,000.00. Director Weber stated she wanted to point out that under 91110 General Administrative Projects that \$200,000.00 is for Yanahli and the \$400,000.00 is for the Bear Creek Fire Station. Commissioner Shackelford stated because of the UST Adequate Facilities Money but there are times when the client are dealing with the City of Mt Pleasant. Commissioner Shackelford stated it occurred to him that Maury County could get lost in the shuffle and the only thing that Maury County is dealing with that customer on is Adequate Facilities so right now Maury County is the only one that has the authority in the County to impose that and collect that but Commissioner Shackelford thinks it would be good to consider maybe extending that authority to the City of Columbia, City of Mt. Pleasant and the City of Spring Hill and allow them to collect Maury County's Adequate Facilities. Commissioner Shackelford stated if you ask the City's to collect this tax money then Maury County should give the City's some of it. Commissioner Shackelford stated it would streamline the process. Commissioner Shackelford stated it would make it simpler for the client. Attorney Murphy stated he thinks Maury County needs more than a one stop shop to make it easier so there is not the situation of going to four or five different places. Attorney Murphy stated Williamson, Rutherford and Bedford Counties have the same Adequate Facilities tax and he could check and see how they handle this. Attorney Murphy stated the only concern he has is letting them keep some of the tax as a transaction fee and the way that statute is written is the revenue has to be used for those certain projects so Attorney Murphy stated he is not sure whether the funds could come from what is collected and that fee may actually have to be paid from the 101 fund or something else to do that. Commissioner Sumners stated that he knows that Spring Hill has a residential and commercial adequate facilities tax. Commissioner Sumners stated that Spring Hill builders have to pay \$500.00 plus 50 cents per square foot and this is commercial or residential. Attorney Murphy stated Adequate Facilities stated this goes through the Tax Assessor's office. Director Weber stated she would look into that. Commissioner Burkhalter stated there should be some process when they start construction they pay their adequate facilities tax. Commissioner Shackelford stated he would like to understand what the process is now and how the County is verifying and fine tune and button it down. Chairman Harris asked Director Weber if there was any way they could ask the State Auditors by special engagement when they do an audit to look at this area. Director Weber stated they do audit Mark's department and they determine through materiality what parts they are going to look at. Chairman Harris asked Director Weber to ask the State Auditors. Commissioner Stephenson stated she believes Commissioner Shackelford is trying to streamline the process but maybe somehow the County needs to communicate with the municipalities on the front end with the county communicating to each municipality and maybe going through the City Administrators office. Chairman Harris asked Director Weber to find out from the Assessor's office if that is one of the check list when a new house comes on line for assessment if he does check to see if that has been paid. Chairman Harris stated if then the commission finds out what the remedies are for this. There were no lights. Director Weber moved on to Fund 131 Highway Department. Director Weber stated the Highway Department is on page 25 of the packet. Director Weber stated the prior year's taxes are

up and the pickup taxes are down. The 46930 the Petroleum Special Tax is down but Director Weber found out today the August receipt of \$4,867.78 was actually put to the wrong line it was put to 46920 so the Budget Office will be pulling that out and doing a journal entry so the correction will be reflected next month. Director Weber wanted to point out under 62000 the reason that is high is because of the purchase of asphalt. Director Weber moved on to 65000 last year it shows \$147,000.00 and this year it shows \$196,000.00 due to a timing issue. Director Weber moved on to 68000 this is bridge construction and they have an open PO of \$312,473.000. Director Weber moved on to 91200 and the \$185,760.00 is totally an open PO. There were no lights. Director Weber moved on to the 151 Fund, Debt Service fund. Director Weber stated this is on page 26 of the packet. Director Weber moved on to 40163 Payment in lieu of Taxes. Director Weber stated last year it shows that \$2,300,000.00 from GM and it was actually corrected later in the year and that will eventually wash and that money goes into the 101 fund. Director Weber moved on to the 40240 the Wheel Tax. Director Weber stated that looks smaller this year and because all that is being put in the 151 fund is just the jail wheel tax it doesn't have the highway wheel tax in there anymore. Director Weber moved on to the 40266 and it is down about \$5,000.00 and that is an Accounts Receivable adjustment. Director Weber moved on to 82210 and that has gone up quite a bit because the County has more debt. Commissioner Shackelford asked what the jail debt was and to send that information out to the commissioners. There were no lights. Director Weber moved on to the 176 The Wheel Tax fund. Director Weber stated the Wheel Tax is on page 27 of the packet. Director Weber stated the Wheel Tax is down and that is an accounts receivable adjustment. There were no lights. Director Weber moved on to the 189 Capital Expenditures. Director Weber stated the 189 fund is on page 28 of the packet. Director Weber stated it looks good to her and asked if anyone had any questions. Commissioner Sumners asked what the Miscellaneous under the expenditures was. Director Weber stated these are usually the Trustee's Fees. There were no lights. Director Weber moved on to the 207 Fund, Solid Waste. Director Weber stated this is on page 29 of the packet. Director Weber wanted to point out on this that 43110, the Tipping Fees are up. Director Weber moved on to 55754 The Landfill Operation Maintenance is up and that is due to Waste Management Fees. Commissioner Burkhalter stated the tipping fees are up because the commission raised the rates. Commissioner Shackelford stated that Solid Waste's expenditures is up and did he buy something. Director Weber stated he purchased a board for the Leachate Tanks and he also bought a new loader. There were no lights. Director Weber moved on to the 261 Fund, Central Maintenance. Director Weber stated this is on page 30 of the packet. Director Weber stated this stays about the same. Director Weber asked if anyone had any questions. There were no lights.

- D. 2015-2016 Supplemental Report of Expenditures. Director Weber stated this starts on Page 31 of the packet. Director Weber stated she did notice on 51240 Other Boards and Committees the County needs to watch the expenditures coming out of there because they are already at 88.11% spent. Director Weber stated that Other General and Administrative, 51900 is where the County is paying Kronos. Director Weber moved on to 52600 Data Processing. Director Weber stated this looks a little high but Director Weber believes that Bill Wells has some open PO's. Director Weber moved on to 54160

the Admin. Sexual Offender Registry and Director Weber stated that is high and Director Weber stated the County has to pay the TBI upfront and the other one is the Public Safety Projects. They finished up the project. Director Weber asked if there were any questions. There were no lights. Director Weber moved on to page 33 of the packet. Director Weber stated this is for the Drug Fund. Director Weber stated it looks reasonable. Director Weber stated she based this on July through September and they should be at approximately 23 to 25 %. The 125 Fund on page 34 looks fine. On page 35 of the packet is the Highway Department and Director Weber stated that Other Charges does look high and Director Weber stated she will get with Sandy at the Highway Department. Director Weber moved on to Debt Service on page 36. Director Weber stated these will fluctuate due to the timing of them. Director Weber moved on to page 37 of the packet for Fund 176. Director Weber stated it is fine where it is. Director Weber moved on to page 38 of the packet, the 189 Fund. Director Weber stated it appears to be fine. Director Weber moved on to page 39 of the packet, the 207 Fund. Director Weber stated it looked reasonable. Director Weber moved on to page 40 of the packet, Fund 261. Director Weber stated it looks reasonable. Director Weber asked if anyone had any questions. There were no lights.

- E. Cash Report- Director Weber submitted the Cash report. Director Weber stated the Cash Report is on Page 41. The \$75.00 under the Adjustments column is where there was an Animal Shelter bounced check. Director Weber stated under the adjustment column at the bottom \$1,661.00 has to do with if there are voids between The Trustee's Office and The Budget Office or if revenue has to be re-classified. Commissioner Shackelford asked about the 101 receipts if this included the GM money. Director Weber replied yes. There were no lights.
- F. Payroll-Overtime, Holiday, Excess Pay and Comp Time Report. Director Weber submitted the reports. (See Attached). Director Weber stated the Payroll Report from this year to last year and the overtime is down and the Highway Department is up and the Landfill is down and Central Maintenance is up with a total overall of a decrease. Director Weber stated the excess pay is down \$18,718.74. Director Weber stated the County has done better on the overtime. There were no lights. Director Weber stated the Liability on Comp. Time from August 31 to June 30 is up \$18,913.25 and that is on Comp. Time and Director Weber stated that has to do with the Sheriff's Department. Mr. Lukonen stated it usually does increase during this time. Director Weber asked if there were any questions. Commissioner Shackelford stated the Comp. Time being generated is from the Sheriff's Department and from the SRO's. Commissioner Sumners stated he had a discussion with HR Director Dana Gibson before the evaluation and Commissioner Sumners stated HR Director Gibson would run some reports on the Comp Time Report. There were no lights.
- G. Remaining Building Improvement Funds from 2014 Bond Issue –Budget Director Weber. Director Weber stated she started out with the funds from the bond for the Courthouse HVAC in the amount of \$874,725.00. Director Weber stated the Mayor did a good job and talked with Morgan Brothers and the County accepted their bid for \$462,633.00 which remaining is \$412,092.00 to be spent on building improvements and

Director Weber stated that is what the bond says. Director Weber stated some power washing was done at the Archives and that was in the amount of \$10,000.00 and some garage doors at CVB for \$825.00 and some painting of County buildings in the amount of 682.42 and some more expenses for the Archives. Director Weber stated out of the \$412,092.00 only \$12,907.42 had been spent. Director Weber stated that Doug Lukonen had a great idea of putting what the current encumbrances were so those are the open PO's and those are in the amount of \$19,707.00. Director Weber stated as of this report with what was actually spent and the encumbrances there was still \$379,477.58 left. Director Weber stated she talked to the Mayor and as of right now he has some more projects that he wants done and Director Weber stated they are keeping track of everything. Chairman Harris stated the Mayor had already been authorized to spend up to \$60,000.00 of these funds to do improvements. Chairman Harris stated going forward Commissioner Stephenson and Commissioner Turner wanted to know on going and Chairman Harris asked is there a way that the commission can identify these within certain accounts in the financials or will this report be on going. Director Weber stated she has everything cost coded. Commissioner Stephenson asked about the \$60,000.00 that has been spent. Director Weber stated \$12,907.42 has been spent. Mayor Norman stated it was discussed in the Building Committee if there is a project Mayor Norman will bring it to the Building Committee and explain exactly what it is and what the cost is. Mayor Norman stated if anyone would like to see the projects that need to be done he can show them to you. Director Weber stated this money has to be spent within two years from the original bond. Commissioner Stephenson asked when the original bond was. Director Weber stated the original bond was in July, 2014. Director Weber stated for the next meeting she and Doug Lukonen would work on an easier way for the report. Commissioner Cook stated the Commission appreciates everything Mayor Norman is doing to maintain our buildings and the Commission just wants transparency in everything they do. Commissioner Shackelford stated when the Budget Committee was considering the capital requests there were several little requests and Commissioner Shackelford would like the Mayor to look at those. Director Weber stated she would get that list for Commissioner Shackelford. Commissioner Sumners stated possibly to see what could be done with the configuration of the County Commission room. Commissioner Sumners asked Director Weber if you could purchase furniture with the bond money. Attorney Murphy replied no. There were no lights.

## **VII. PURCHASING:**

Chairman Harris reported that Mr. Harlan would not be able to make the meeting. Chairman Harris asked everyone to look over all three items under Purchasing and get those questions to Chairman Harris or Director Weber and they will try and get you an answer and try to report back at the Full Commission meeting. There were no lights.

- A. Completed Bids- (See Attachment)**
- B. Schedule Bid Opening-Purchasing (See Attachment)**
- C. Gov-Deals List by Purchasing Agent (Attachment)**



**VIII. DELEGATIONS:**

**IX. RESOLUTIONS:**

- A. Resolution No. 10-15-20** Resolution Amending 2014-2015 Parks Dept. Budget For Walking Trail Light Repair. Attorney Murphy stated the heading should be 2015-2016 and that is what needs to be amended. Attorney Murphy stated he has not heard back from Al Ray but Buddy Harlan e-mailed him and he had not heard from Al Ray either. Al Ray was getting the quotes together. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved.
- B. Resolution No. 10-15-21** Resolution Approving Letter Regarding Primary Prevention Initiative Funding From the County Funding of the Local Health Department. Commissioner Hazard made a motion to approve. Seconded by Commissioner Stephenson. There were no lights. All in favor. Motion Approved.
- C. Resolution No. 10-15-22** Resolution Amending 2015/2016 Sheriff Dept. Budget Regarding Insurance Recovery On a Vehicle. Commissioner Hazard made a motion to approve. Seconded by Commissioner Shackelford. There were no lights. All in favor. Motion Approved.
- D. Resolution No. 10-15-23** Resolution Approving the Transfer of a Sheriff Dept. Surplus Vehicle to the Maury County Ambulance Service. Commissioner Stephenson made a motion to approve. Seconded by Commissioner Hazard. There were no lights. All in favor. Motion Approved.
- H. Resolution No. 10-15-27** Resolution Amending 2015-2016 School General Purpose Budget. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Cook. Commissioner Cook asked if this is approved does this increase Maintenance of Effort. Director Weber stated if the money is spent it does increase the Maintenance of Effort. Attorney Murphy stated his recommendation is for someone to contact Patty Vargo and Stan Breeden stated he could e-mail those numbers before the next full commission meeting. Commissioner Shackelford stated the fund balance for the schools the 3% test is a July 1 test. Commissioner Shackelford stated this is a onetime test. Commissioner Shackelford stated the schools can fall below the 3% money but at the end of the year they have to end up over the 3% money. Commissioner Shackelford stated the Maintenance of Effort for the schools is property tax, sales tax and there are few other little tax items but this is a revenue item. It is not an expenditure item. Commissioner Shackelford stated he just reviewed the five year average with the Highway Department and their budget has been either \$5,000,000.00 or \$6,000,000.00 every year but their five year average Maintenance of Effort is \$2,800,000.00 . Their revenues are close to that. Attorney Murphy stated he does not believe it impacts the Maintenance of Effort. Commissioner Stephenson asked on the \$182,000.00 for the Facility Assessment Services is that a contract. Mr. Breeden stated they put out an RFP for that. On the RFP they were informed they could not include prices because you can't

ask engineers and architects to base their proposals based on prices. There was an RFP put out and included and they received notice from the State Department of Insurance and Commerce and asked them to take it out. Mr. Breeden stated they did not include that. Mr. Breeden stated what the board done was using a proposal that was submitted there was a company selected to be recommended and now they are negotiating a contract with them. Mr. Breeden stated it would fall in less than that. Commissioner Stephenson asked when the schools would get the results of the Actual Facilities Assessment. Mr. Breeden stated if things go as planned and they are able to take this money out of fund balance the school board will vote on the final contract next week at the school board meeting and if that is approved then they will begin right away and it could be completed by February. Commissioner Burkhalter stated that Maintenance of Effort is based on revenue numbers not expenditures and property taxes, sales tax and those are what raises the Maintenance of Effort not expenditures. Commissioner Shackelford stated he had a question from Commissioner Whiteside and there is a HVAC patch built into this. Commissioner Shackelford stated Mr. Breeden recommended the entire fix. Commissioner Shackelford asked how much is in the patch at Hampshire school. Mr. Breeden stated the money for the patch is not in this. Mr. Breeden stated the patch was to either repair or replace the compressor so the compressor was replaced last week and that was at a cost of \$23,000.00 and there was enough money in the capital funds left over from last year to do that. Mr. Breeden stated there is not any money in here for known repair. Mr. Breeden stated you will notice there is \$200,000.00 for HVAC repairs and Mr. Breeden stated they are going through every school and working with Trane and as they uncover recommended repairs and they are currently working at Spring Hill High School and Cox Middle school and there was a lot of issues with classroom units there. The system at Hampshire Unit school originally when Trane did their audit was for a complete replacement and that is about \$1,000,000.00. Mr. Breeden stated the system is working but there are a lot of problems and there are a lot of problems with the chiller and the condenser. Mr. Breeden stated it leaks a lot of Freon. There were no lights. All in favor. Motion Approved.

- I. Resolution No. 10-15-28** Resolution Approving Amended Use of County Owned Vehicles Property. Commissioner Shackelford made motion to approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved.
- J. Resolution No. 10-15-29** Resolution Approving Maury County General Fund Balance Policy. Commissioner Cook made a motion to approve. Seconded by Commissioner Parker. Chairman Harris stated he is leery about passing a policy and the commission goes below that policy in the same year. Chairman Harris stated he does not know how it would affect the bond rating. Mr. Lukonen stated when Attorney Murphy and he were speaking about this fund balance and something that was recommended was 30% of next year's budget. Mr. Lukonen stated if you did 30% of this year's budget it would be \$8,284,643.00. Mr. Lukonen stated if next year's budget is going to be more it would be hard to withhold that. Chairman Harris stated there is a good chance the County is going to go below that amount this next month. Mr. Lukonen stated Director Weber wants a little more fund balance than 30% that has to be kept back. Mr. Lukonen stated that Mr. McAnulty stated it is in the Government Fund Balance Policy that when they do the bond

rating they would like to see at least 2 ½ to 3 months expenditures. Mr. Lukonen stated that is the recommendation they would like to stay with. Mr. Lukonen stated it is conservative but not too conservative. Mr. Lukonen stated the fund balance is growing in the 101 Fund but something was different this year that the County is trying and the County is taking some property tax from it to pay some debt and the surplus end is going to come out a little lower or possibly a deficit. Attorney Murphy stated if you have a policy in place you would have a test every time you come and hit fund balance.

Commissioner Parker stated the variable would be what next year would be.

Commissioner Parker stated you could always go with current year plus inflation as defined by Federal Government. Commissioner Parker stated he doesn't see how it could possibly be passed if it has to be amended. Commissioner Parker stated they would break the policy next month. Chairman Harris stated he understood Commissioner Parker to say this year's budget with the inflation factor in it and going 3 months or 30%.

Commissioner Parker stated this is important and it needs to be done but the County needs to put it in place in December when fund balances typically start to go back up.

The problem is cash balances going down and it is not going to go back up because of the way pennies were allocated. There will not be an increase in the 101 fund most likely this year. Commissioner Shackelford stated when you set your pennies you set your policy.

Commissioner Shackelford stated you may wait until March when the property taxes are paid. Attorney Murphy stated this is something the commission needs to contemplate having in place before you start your budget process because if you have this in place it is part of your budget discussions of what you are going to do and that would help Director Weber and Mr. Lukonen preparing the budget. Attorney Murphy stated he believes the Committee should defer this a month or two months and discuss it and run some test numbers on different figures and look at them and see how they are stacking up so you will know if you are violating it or not. Chairman Harris wanted to make a comment on the 50% towards the Debt Service and they had discussed going up to 80% coverage and that is conservative but the drawback is that it does take away a little of the liquidity each year. Commissioner Cook stated she agreed with Attorney Murphy and Chairman and Vice-Chairman. Commissioner Cook thinks the commission needs to move forward on this slowly and make this work and in the spring it will be a little better. Commissioner Cook stated she does not support this today. Commissioner Burkhalter stated he is not sure why they are doing it and it has not affected the bond rating so far. Commissioner Burkhalter stated he does not believe in making policy and turning around and violating it. Commissioner Sumners stated he believes there are pros and cons to this but he thinks the pros outweigh the cons to set it. Commissioner Sumners stated it would stabilize your budget and the requests that come in from Department Heads and it would be another form of accountability. Commissioner Sumners asked Mr. Lukonen what the allocation was for the 101 Fund. Mr. Lukonen stated it was around .6309. Chairman Harris stated Mr. McNulty will be at next month's meeting. Mr. Lukonen stated it will improve the County's bond rating if the County has a fund balance policy because what the fund balance policy does is it decreases the validity of attacking that money. Mr. Lukonen stated when a bond rating agency comes in they look at fund balance and a five year trend. If the County has been taking out too much fund balance it can affect that five year trend and give the County a lower bond rating. Commissioner Sumners stated this puts the County one step closer to being a GFOA Certified Budget. Commissioner Sumners

stated this will help the budget to be certified one day. Commissioner Cook stated the Commission is not in a hurry, so let's do it right. There were no lights Chairman Harris asked Commissioner Cook to withdraw her motion. Commissioner Cook withdraws her motion. Chairman Harris asked Commissioner Parker to withdraw his second. Commissioner Parker withdraws his second. Attorney Murphy stated he would recommend postponing until January and run some figures based upon what you've got and maybe look at it the next month or in March to finalize it. Commissioner Shackelford makes a motion to postpone this decision until the March, 2016 Budget Committee meeting. Commissioner Cook seconded. There were no lights. All in favor. Motion Approved.

- K. Resolution No. 10-15-30** Resolution Urging The Tennessee General Assembly To Amend Chapter 119 of the Private Acts of 1995 to Increase the Wheel Tax In Maury County. Attorney Murphy stated he left blanks in this resolution basically what needs to be done is if the committee wants to amend it you could amend Section I and set the dollar amounts for the vehicles and for the motor cycles and then amend Section 6 to say how it would be distributed. Attorney Murphy stated it needs to pass this body by 2/3 vote and it will go to the State Legislature and Maury County's representatives will take it to the House and Senate and once it passes the House and the Senate then it will come back to the Commission and require 2/3 vote once again and sent to the Secretary of State's Office to be finalized. Commissioner Cook made a motion to approve. Seconded by Commissioner Stephenson. Chairman Harris stated he had a question for Attorney Murphy and he asked if there were any vehicles that were exempt. Attorney Murphy stated farm vehicles and antique vehicles pay a onetime fee. Chairman Harris stated the motion on the floor does not establish a dollar amount and it does not establish a distribution. Commissioner Cook made a motion for discussion the Wheel Tax be established at \$50.00 per car and \$20 for motorcycles per tag. The motion also leaves the existing distribution 50% toward Jail Debt and 50% towards the Highway Department. Commissioner Stephenson seconded. Commissioner Shackelford stated he talked with Sandy at the Highway Department and she asked just please do not take away what they are getting right now. Chairman Harris stated the Wheel Tax currently generates about \$2,200,000.00. Chairman Harris stated he feels that most of the debt forthcoming is going to be towards school and education. Commissioner Shackelford stated this last time this was up this was amended because the roads did not have any debt. Commissioner Shackelford stated he does like flexibility and Commissioner Shackelford stated he does not like going back and changing the Private Act. Chairman Harris stated by doubling the Wheel Tax you are talking about generating another \$2,200,000.00 in revenue off of this. Chairman Harris stated he is in favor of \$25.00 additional monies for the Wheel tax but is it enough. Commissioner Cook stated if you ask for more in education make sure the money goes toward education. Commissioner Parker stated if the County is going to implement an increased Wheel Tax why wouldn't the County fund what they say they are going to fund. Commissioner Parker asked why the committee is discussing a number when there is not even a place to go with the money. Chairman Harris stated if the money was to be allocated towards existing debts it does free up those penny allocations that could service other debt. Commissioner Parker stated it is not a fair tax. Commissioner Parker asked why the committee is focusing on \$2,200,000.00. Commissioner Previti

asked if they dedicate this to educate does this affect Maintenance of Effort. Attorney Murphy stated if it was the General Fund it would but if you do it to your own indebtedness for schools no it would not because it does not go towards their expenditures fund. Commissioner Previti stated he believes the \$25.00 increase seems to be the more palatable number. Commissioner Whiteside stated she believes if you get the Wheel Tax too high the commission will lose support. Commissioner Burkhalter stated there has got to be some point to give what you can. Commissioner Burkhalter stated he was thinking more like \$35.00. Commissioner Burkhalter stated that Commissioner Sims left him some figures. And \$35.00 would bring in around \$2,600,000.00. Commissioner Burkhalter stated he believes this all needs to go into Debt Service. This will free up pennies that you can use in other parts of the budget. Commissioner Burkhalter stated the County is going to have debt dropping off with the jail but the jail will most likely have to have some upgrades. In 2021 there will be a significant amount of debt drop off. Commissioner Burkhalter stated to think about \$35.00 instead of \$25.00 for the Wheel Tax increase. Commissioner Roddy stated he thinks they should use a commitment with flexibility. Commissioner Roddy stated he agreed with Commissioner Burkhalter to put it in Debt Service. Commissioner Sumners stated that Wheel Tax is normally implemented to pay for debts. Commissioner Sumners stated that \$25.00 is about 13.3 cents. The property tax increase that was asked for was 12 cents then 9 cents and ultimately it did not get passed. Commissioner Sumners stated he thinks it definitely needs to go toward the debt. Attorney Murphy stated he had a recommendation to think about. The language from the bond resolution back in July is up there and Attorney Murphy has adapted that language a little and the process of what he is thinking is what he would recommend on the 50% would be to provide Funds for indebtedness for the I. Acquisition of land for designed and sight development for County schools. II. Constructing, improving and renovating, maintaining and equipping County schools and facilities. III. Payment of legal physical and Administrative architectural and engineering costs, incident to all of the foregoing. Attorney Murphy stated the same for number IV. Attorney Murphy stated to put that in there and get your numbers firm that would be Attorney Murphy's recommendation and take a proposed document to your State Representative and Senator and say this is what is going to be here next month. Attorney Murphy stated he would put it out to the public for public comment so they will know the public is for it or against it. Chairman Harris stated he understood to take the verbiage with the dollar amounts to our State Representatives. Chairman Harris stated he would like to see The Mayor, and The Commission Chairman do the presenting to the State Representatives. Commissioner Parker stated the amendment to the motion would be 25% to the Jails, 25% to the Highway, and 50% pursuant to the language that was highlighted including the maintenance and with that the privilege to the Mayor to present to the State Representatives. Commissioner Shackelford seconded. Commissioner Stephenson stated she does not have a problem with Commissioner Burkhalter's recommendation of \$35.00. Commissioner Stephenson stated she wouldn't have a problem with 50% going towards Debt Service but what concerns her is if the schools will start paying for more things instead of coming to the County and asking for them. Commissioner Stephenson stated she thinks the legal architectural engineering needs to come out of the school's money. Commissioner Stephenson stated she would pull out the cost of constructing and pull out things like legal architectural engineering. Commissioner Stephenson would pull

out the constructing and equipping. Commissioner Stephenson stated that debt service, school repairs and renovations and maintenance and that component of education along with debt service is going to make it palatable for the General Assembly. Commissioner Shackelford stated that his recollection is that schools and the Commission has not given them that much money for architecture. Attorney Murphy stated the language that was his suggestion is the funds would be indebtedness for those things. Mr. Lukonen stated that last year with the Wheel Tax it brought in \$2,020,000.00. Mr. Lukonen stated additional revenue would be \$2,800,000.00 with the Wheel Tax being increased by \$35.00. Commissioner Shackelford stated he believes it will take a combination of the Wheel Tax and a property tax increase. Attorney Murphy stated one thing to keep in mind is with this language the funds that will come in could be used for the Central High School debt. Chairman Harris stated with the proposal that was amended to propose that Mayor Norman presents this does that proposal that go to the full commission. Attorney Murphy stated the Budget Committee is taking this proposal resolution and make sure the State Representatives think this will pass and the Mayor will come back next month assuming it passes and would have it back next month with the language in it. Then if everyone is comfortable with it then it would be sent it to the Full Commission and then it would need to pass there with 2/3 vote and then it will be sent to Nashville. Commissioner Sumners stated he would like to see something voted up or down at the October 19 Full Commission meeting. Commissioner Sumners stated that would give commissioners time. Commissioner Shackelford stated he thinks it is important to meet with legislators. Commissioner Shackelford stated he believes it needs to be pushed out of the commission at least by November. Chairman Harris stated the existing motion on the floor is to increase the Wheel Tax on a vehicle to \$25.00 and \$10.00 on a motorcycle. To include this language in the proposal to be presented to Maury County's State Representatives and to distribute 25/25 and the remaining 50% funds received towards Debt Service and that is in the amendment to the motion that is on the floor. The amendment directs the privilege of presenting to the Mayor. Commissioner Stephenson stated she would like to amend to have both the Commission Chairman and the Mayor meet to present this proposal to Maury County's Representatives. Chairman Harris stated this is an amendment to the existing amendment. Seconded by Commissioner Hazard. This amendment is going to amend an amendment to the motion and it is going to allow the County Mayor and Commission Chairman Shackelford to present this to Maury County's representatives with a \$50.00 Wheel Tax for the car and \$20.00 for a motorcycle. All in favor Motion Approved. Chairman Harris is now calling for the vote for the original amendment as amended and that amendment accepted the language and the dollar amount of \$25.00 additional dollars for the car and \$10.00 additional dollars for the motorcycle and directed the Mayor to present this to Maury County's Representatives with the allocation percentages of 25% to the Jail and 25% percent goes to the Highway Department and 50% to Debt Service. Chairman Harris stated this is for indebtedness as a result of paying for these things. Chairman Harris called for the original motion as amended. All in favor. Motion Approved for the amendment as amended. The original motion is on the floor as double amended. There were no lights. All in favor. Motion Approved.

**L. Resolution 10-15-31** Resolution Approving SBPG Grant Application For Maury County Archives Department. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Hazard. There were no lights. All in favor. Motion Approved.

**X. New Business**

**A.** Minimum Fund Balances- Chairman Harris stated the fund balances were discussed earlier and action was taken on that.

**XI. Old Business**

**A.** Uncollected Fees- Sandy McLain

**B.** Uncollected Fees-Larry Roe

Chairman Harris stated the commission has the documents that were sent out and Chairman Harris recommended Sandy McLain and Larry Roe come to the next Budget Committee meeting and present them.

**XII. Announcements:**

**A.** County Commission Regular Meeting, Monday October 19, 2015 at 9:00 A.M. Tom Primm County Commission Room, Hunter-Matthews Complex.

**B.** The Tile Company in Mt. Pleasant is going to have a job fair at the College Saturday.

**C.** The Barbecue Festival in Mt. Pleasant is this weekend.

**XIII.** Motion was made to adjourn at approximately 8:10 P.M.

APPROVED

  
Charlie Norman, Jr., County Mayor

SIGNED

  
Craig Harris, Budget Committee Chairman

